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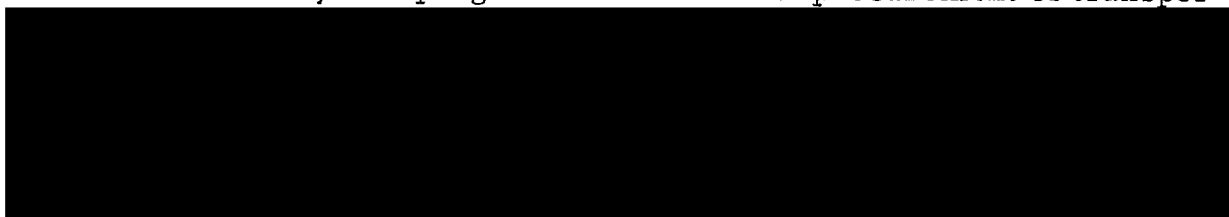
9 JUL 1965

MEMORANDUM FOR: Chief, Benefits and Services Division

SUBJECT : Annual Report -- Fiscal Year 1965

1. The trend of business during the reporting period was about what we had expected. The decline in volume in Fiscal Year 1964 generally continued through the first half of Fiscal Year 1965 but the last half of the year saw a very pronounced acceleration upward. Attached is a graphic illustration of the upswing. Also attached is a statistical summary of selected CPB activities.

2. The only new program initiated is the procurement of transpor-



This necessitates more timely action on travel requests within the Agency by all concerned, from the originator to CPB. The traveler often finds himself biting his nails in our reception room shortly before flight time waiting for tickets. One can well imagine the strain on the CPB technician who is trying to produce the tickets.

3. Constant effort will continue to be made to find ways of refining and improving existing services and procedures but no new programs are planned. It was expected that CPB would take over personal property handling from the Office of Logistics but the latest proposed method of providing space is so absurd that I think the entire matter will be dropped.

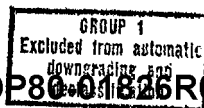
Chief, Central Processing Branch

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2 Attachments

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BENEFITS & SERVICES DIV



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